

July 7, 2004

TO: Michigan Transit Agencies with June 30th Year Ends

SUBJECT: Annual Audit Notice

This is a reminder that audits for transit agencies with a fiscal year ending June 30, 2004, are due 180 days after the end of the local fiscal year.

The procedure for complying with the audit requirements can be found on our website at: <http://www.michigan.gov/mdotptd>. Scroll down to the “Resources” box, then click on “Reference Manual for Transit Agencies.” Scroll down to the “Audits – Payments” section, then click on “Audit Deadlines and Submitting a Deficit Elimination Plan.” Please comply with the “Actions Needed” section of this external procedure.

Please contact Trish D'Itri, Auditing Specialist, at (517) 335-2535 or by email at ditrit@michigan.gov with questions or if you need website information mailed to you.

Sincerely,

Sharon L. Edgar, Administrator
Passenger Transportation Division
Multi-Modal Transportation Services Bureau